

**Town of La Pointe Zoning
Town Plan Commission Special Monthly Meeting Minutes
December 1, 2011**

Town Plan Commission (TPC) Members Present: Ted Pallas, Chair, Charles Brummer, Vice-Chair, Larry Whalen, Suellen Soucek, Greg Thury, Carey Baxter, Joan Martin (7).

Town Plan Commission Members Absent: none.

Public Present: Paul Brummer, Charlie Meech (2).

Town Staff Members Present: J. Croonborg-Murphy, ZA, Margaretta Kusch, ZCA (2).

I. Call to Order/Roll Call

Chair Pallas called the meeting to order at 4:30 PM at the Town Hall. Roll call reflected members present or absent as recorded above.

II. Public Comment

III. Approval of Previous Meeting Minutes

a. Town Plan Commission Regular Monthly Meeting, October 27, 2011

G. Thury moves to approve the second draft of the Town Plan Commission Regular Monthly Meeting minutes of October 27, 2011, as amended. S. Soucek seconds. All in favor, 4 aye, 3 abstain (C. Baxter, C. Brummer, J. Martin). Motion carries.

b. Town Plan Commission Regular Monthly Meeting, November 16, 2011

- In item III.a, second bullet point, replace "*criteria of*" with "*standards to amend.*"
- In item V.b, add seventh bullet point, to read "*Farmhouse used as seasonal administrative housing.*"
- In item VII.a, first paragraph, change "*eigh*" to "*six.*"
- In item VII.a, fifth paragraph, change "*he*" to "*Mr. Hartzell.*"
- In item VIII, change "*641 Main St, LP #014-00446-0200 (The Pub)*" to "*649 Main St, LP #014-00446-0200 (The Lightkeeper's Lodge).*"

G. Thury moves to approve the Town Plan Commission Regular Monthly Meeting minutes of November 16, 2011, as amended. S. Soucek seconds. All in favor, 5 aye, 2 abstain (C. Baxter, J. Martin). Motion carries.

IV. Zoning Administrator's Report

V. Consideration and/or Action of Permit Applications

a. Erickson, Evan re: Travel Trailer at 304 Big Bay Road LP# 014-00198-0200.

C. Brummer states that Mr. Erickson is reportedly in the process of moving the locations of the trailer and a shed on the property and asks whether a land use permit and fees are required. The Zoning Administrator responds that in past instances such activity did become a use issue; County Zoning Administrator Larry Hildebrandt had said such uses needed permits after two weeks. Fees shouldn't be required.

b. Craftivity, Inc. application to amend Land Use Permit #426-11 to extend roof eave of office building at 978 Middle Rd, LP #014-00178-0200.

Craftivity are applying to extend the overhang above the entryway by six feet and have that overhang supported by posts on sonotubes. The Conditional Use Permit for Craftivity allows for the structure to be “approximately 935 square feet in footprint. If the area under the proposed overhang is considered part of the structure, the square footage of the building would increase to approximately 1080 square feet.

The Zoning Administrator asks for a determination whether the proposed six additional feet in roof extension is considered a structure and whether it would require additional permits or fees. If the Town Plan Commission approve, Mr. Meech would just need to amend the permit; if the Town Plan Commission denies the application, she’ll return the fees.

C. Meech asks how the Town Plan Commission would feel if the roof were cantilevered out rather than the extension being built with posts.

Chair Pallas replies that in his opinion, if posts are put in, he would consider it part of the structure, but that cantilevering the roof doesn’t increase square footage of the structure. He feels that if posts were put in, this would require an amendment to the Conditional Use Permit.

Zoning Administrator suggests that Mr. Meech could add a request to amend the square footage limitation of this structure to accommodate the roof overhang with posts and sonotubes to Craftivity’s upcoming amended Conditional Use Permit application.

C. Brummer moves that a roof with beams and sonotubes is considered a structure and an additional 216 square feet and doesn’t comply with Conditional Use Permit. However, a cantilevered roof sans beams and sonotubes is not considered a structure and therefore complies with the Conditional Use Permit as long as it meets setbacks. S. Soucek seconds. All in favor, 5 aye, 1 nay (Chair Pallas), 1 abstain (J. Martin). Motion carries.

c. Big Bay Town Park Road Access @ 2305 Town Park Circle, LP #014-00072-0000.

The Zoning Administrator states that the Town Foreman submitted an application to put a road in across the street from the current park, pending Zoning Administrator and Army Corps of Engineers inspection. There’s already a culvert, so it wouldn’t need approval from the Ashland County Roads Department. They’ve cut, but they’re not stumping yet. The foreman wants to know what permits are needed.

S. Soucek feels that the Town should have to do what everybody else does (regarding obtaining necessary permits).

G. Thury moves to direct the Zoning Administrator to issue the road access for Big Bay Town Park LP #014-00072-0000 pending Zoning Administrator inspection of property and Water Quality Certification Permit Issuance. S. Soucek seconds. All in favor, 2 aye (G. Thury, S. Soucek), 2 nay (C. Brummer, C. Baxter), 3 abstain (Chair Pallas, L. Whalen, J. Martin). Motion Fails.

The Zoning Administrator asks if she should issue a second fire number for the property, to distinguish it from the part of the park on the lake side of the road. The Town Plan Commission answers yes.

VI. New Business

a. Welcome new Town Plan Commission member Joan Martin

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The Town Plan Commission welcome J. Martin to the Commission.

VII. Old Business

a. Robert Hartzell Conditional Use Permit for 649 Main St, LP #014-00446-0200 (The Lightkeeper's Lodge).

The Zoning Administrator states that there are five parking spaces in front of the Rendezvous Center, eight on the Main St. side, nine at the Pub, six at the Lightkeeper's Lodge, and two handicapped spaces.

L. Whalen asks if there is a map showing the parking layout at the Pub/Rendezvous/Lightkeeper's Lodge complex. The Zoning Administrator responds that there is nothing official.

C. Brummer states that Mr. Hartzell needs ten spaces according to the Conditional Use Permit. He feels a letter should be sent to Mr. Hartzell directing him to comply with the Conditional Use Permit.

Chair Pallas feels that as the Town Board laid down the conditions (of the Conditional Use Permit) in the first place, the Town Board should deal with enforcement.

C. Brummer moves that as a result of review of the Hartzell Conditional Use Permit it is noticed that it is required to have ten parking spaces for the Lightkeeper's Lodge and that currently there are six parking spaces; instruct the Zoning Administrator to write a letter to Mr. Hartzell to that effect. S. Soucek seconds. All in favor, 6 aye, 1 abstain (J. Martin). Motion carries.

b. Brummer, Paul complaint re: Madeline Island Wilderness Preserve fundraiser held at 978 Middle Rd, LP# 014-00178-0200 (Madeline Island School of the Arts).

The Zoning Administrator reports that she submitted a request to the Town Board to withdraw her petition to amend the MISA Conditional Use Permit, and the Town Board is meeting next week. She states that if the Town Board denies her request, then the Town Plan Commission will have to revisit the issue, for which she advises reviewing Sections 13 and 15 of the Zoning Ordinance.

Chair Pallas adds that this is all informational at this point, until the Town Board discusses the matter.

VIII. Future Agenda Items

- Big Bay Town Park Road Access @ 2305 Town Park Circle, LP #014-00072-0000.

IX. Schedule Future Meetings

- Next Regular Monthly Meeting to be held Thursday, December 15, 2011, at 4:30 pm.

X. Adjournment

G. Thury moves to adjourn. S. Soucek seconds. All in favor. Motion Carries. Meeting ends at 5:36 pm.

Town Plan Commission minutes respectfully submitted by Margaretta Kusch, ZCA on Wednesday, December 07, 2011.

Town Plan Commission minutes approved as submitted by M. Kusch, ZCA on Thursday, December 15, 2011.